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Minutes, Arts & Sciences Executive Committee Meeting, Thursday, September 9, 2004

Arts & Sciences Executive Committee

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Recommended Citation

Arts & Sciences Executive Committee, "Minutes, Arts & Sciences Executive Committee Meeting, Thursday, September 9, 2004" (2004). *Executive Committee Minutes*. Paper 119.
http://scholarship.rollins.edu/as_ec/119

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Minutes of the Meeting
Executive Committee of the Arts and Sciences
September 9, 2004

Members attending: L. Duncan, R. Casey, P. Lancaster, D. Griffin, P. Bernal, S. Klemann, Y. Greenberg, S. Lackman. Guest: Steve Nielson.

I. Call to Order: Yudit Greenberg called the meeting to order at 12:40.

II. Approval of Minutes: The minutes of the meeting of May 4, 2004, were approved as presented.

III. Student Code of Conduct (S. Neilson): Discussion of procedure for amendment and modification of Student Code of Conduct. Would like to formalize the process by stating that:

- A. The College also recognizes the possibility that compelling or extenuating circumstances may require that amendment procedures be adjusted. Therefore, under these circumstances, amendments only require the approval of the Dean of Students and the College's Executive Committee. Corrections will be reflected immediately on the Judicial Affairs web site.
- B. Grammatical changes and/or changes to Judicial Affairs "Standard Operating Procedures" only require approval by the Dean of Student Affairs. Corrections will be reflected immediately on the Judicial Affairs web site.

Note: the problem is that the code cannot be amended without being sent through the procedures as published. However, we need to be able to act quickly when we have legal compulsion to make amendments and modifications. The committee insisted that amending the procedure go through formal processes.

Neilson will take the proposal to the SGA and Student Life Committee, using the current amendment process to modify and streamline the policy (for the future).

IV. Calendar Issues – Loss of Days Due to Storms: One feasible choice would be to use the Reading Day as a class date, and adjust the schedule appropriately. The Emergency Management Teams will be meeting this weekend in light of the impending storm (Ivan), and Casey asks that committee members confer with colleagues for solutions to scheduling.

V. Vacancy on Finance and Service Committee: Several names were proposed, especially from the Humanities and Expressive Arts Divisions. Greenberg will contact them. A name will be posted via e-mail

VI. Institutional Review Board (P. Lancaster): There should be an informational and open discussion on this topic, so that there can be a proposal made at the Faculty Meeting. Lancaster will set up an opportunity.

VII. QEP – Open discussions during the next week.

VIII. Meeting adjourned at 1:50 p.m. The next meeting is September 21 in the Woolson House.

Respectfully submitted,

Susan Cohn Lackman, Secretary